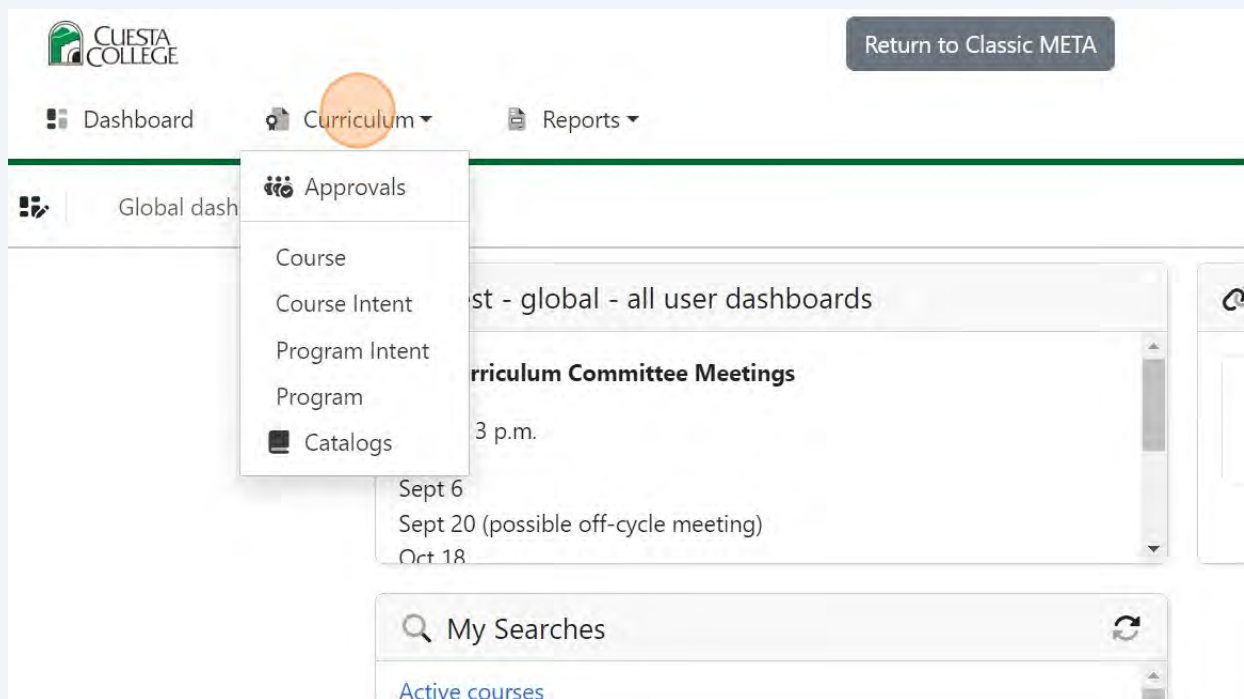


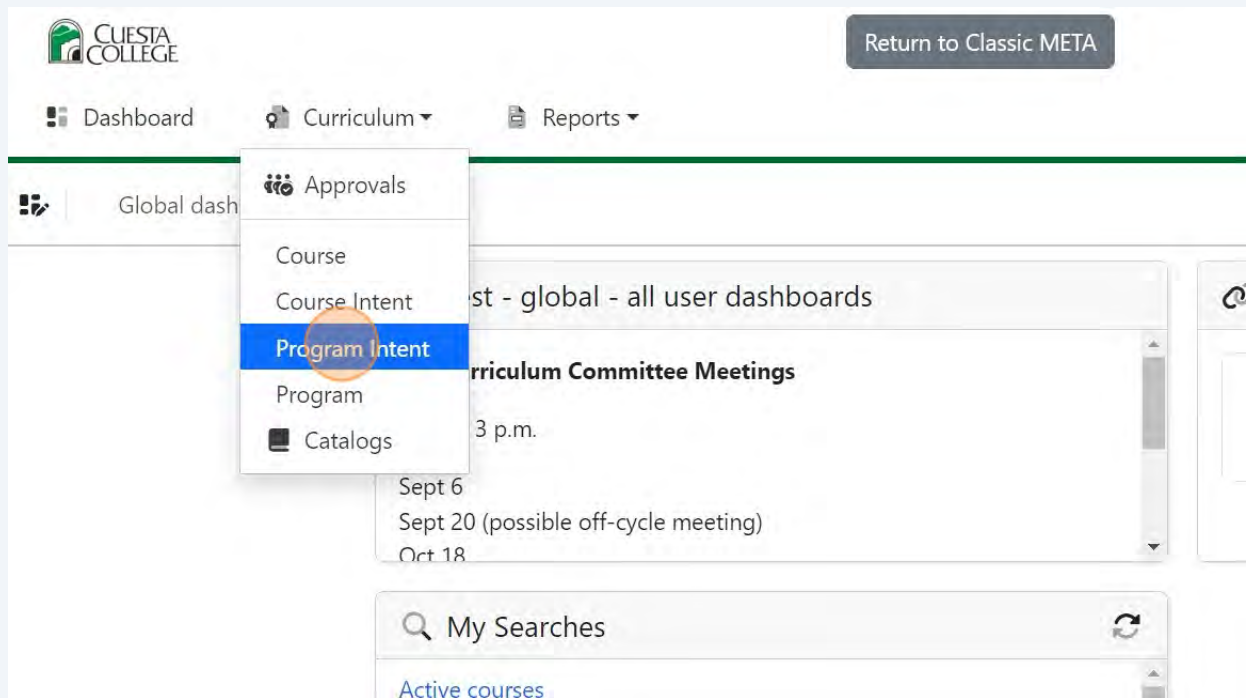
Creating a New Degree/Certificate Proposal, Part 1

1 Navigate to <https://cuesta.curriqunet.com>

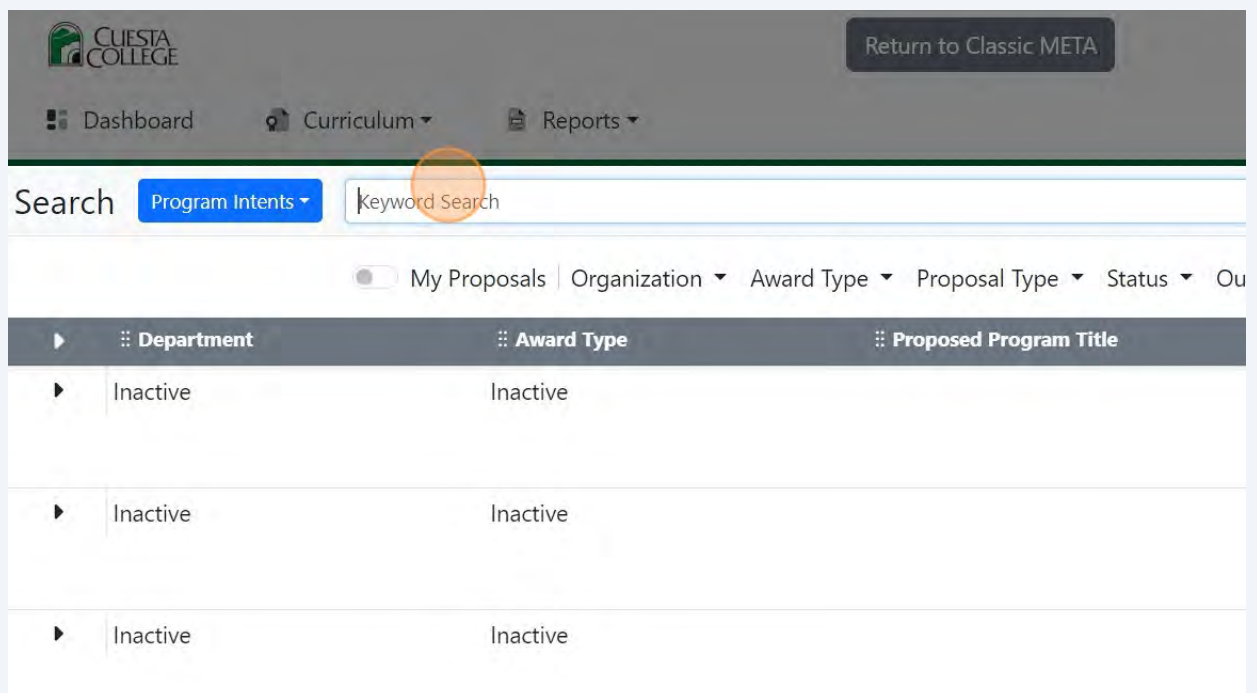
2 Click "Curriculum"



3 Click "Program Intent"



4 Search for the desired proposal that has gone through the Notice of Intent dean preapproval process



5 Click "Clone"

Proposed Program Title	Proposal Type	Status	
Ethnic Studies for Educators	NOI - New Program Proposal	Draft	Clone Delete Reports
Ethnic Studies for Educators Certificate of Achievement	NOI - New Program Proposal	Active	Modify Clone Deactivate Reports
Social Justice: Ethnic Studies	NOI - New Program Proposal	Draft	Clone Delete Reports

6 Select proposal type.

Proposal

Proposal Type

Administrative Services

Create Cancel

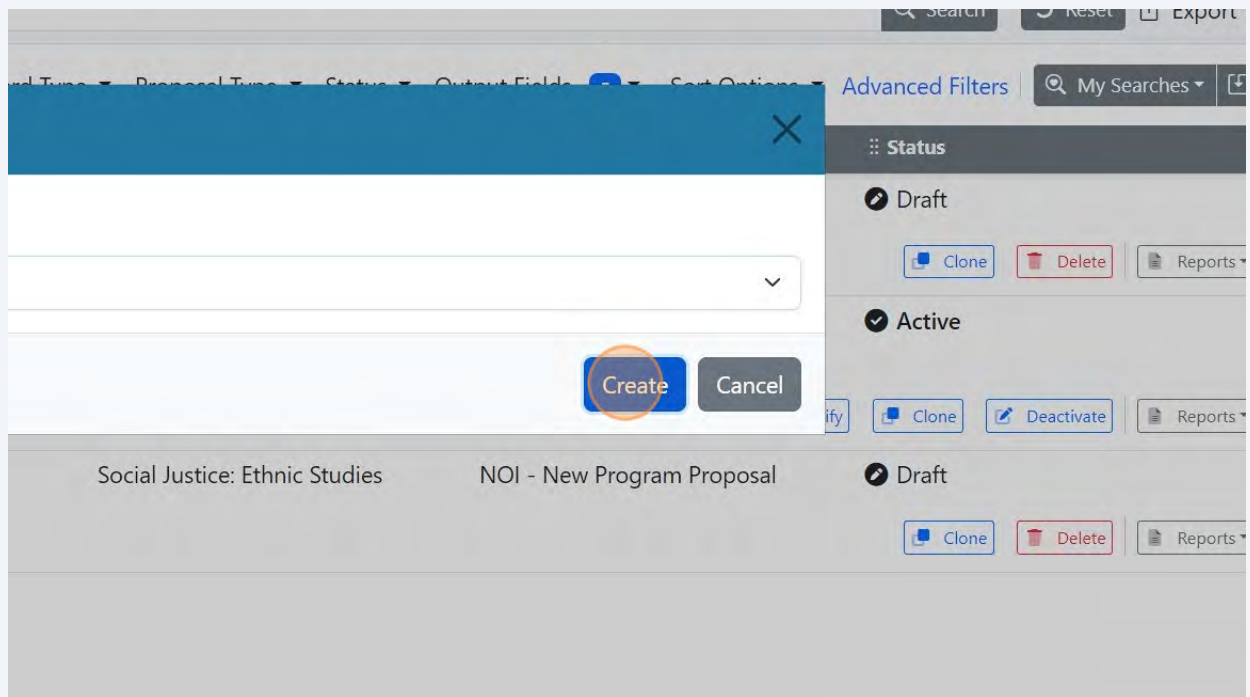
Associate in Arts for Transfer Social Justice: Ethnic Studies NOI - New Program Proposal

Programs

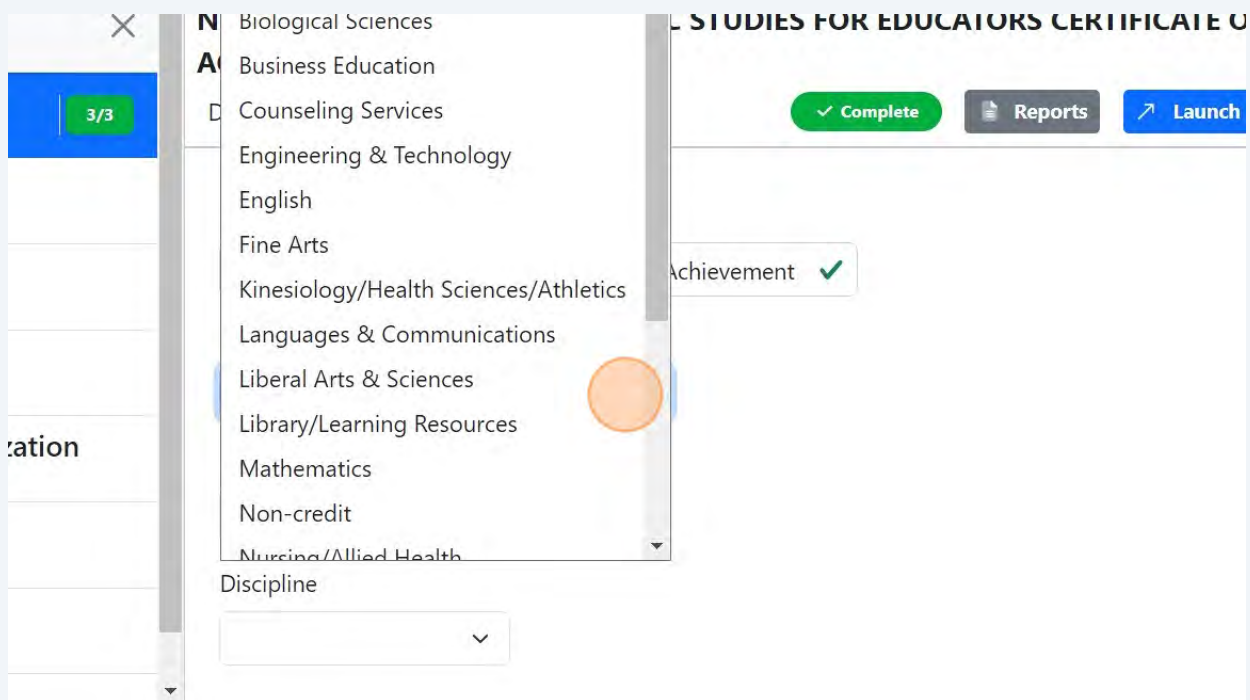
Administrative Services

with Degree/Certificate

7 Click "Create"



8 Select Division.



9

Program Description should be prepopulated from the Notice of Intent for New Program

New Degree/Certificate: Ethnic Studies for Educators

Status: Draft Remaining Launch Requirement

Basic Program Information **3/3** Award Type* Certificate of Achievement

Co-Contributor

Narrative

Course/Requirements List

Course/Requirement Organization

Program Learning Outcomes

Attach Files

Codes/Dates

Program Description*

Source

xxx

body p

Proposal Information

College Council Approval Date mm/dd/yyyy

Fields marked with * are required

10

Fill in the "Justification for Proposal" field if appropriate.

New Degree/Certificate: Ethnic Studies for Educators

Status: Draft Remaining Launch Requirements: 0 Launch Del

Basic Program Information **3/3**

Co-Contributor

Narrative

Course/Requirements List

Course/Requirement Organization

Program Learning Outcomes

Attach Files

Codes/Dates

Program Description*

xxx

body p

Proposal Information

College Council Approval Date mm/dd/yyyy

Fields marked with * are required

11 Fill in the "Career Opportunities" field.

Degree/Certificate: Ethnic Studies for Educators

Status: Draft Remaining Launch Requirements: 0 Launch Delete

Program Information 3/3

Justification for Proposal

New certificate for those interested in teaching.

Career Opportunities

Fields marked with * are required

12 Select from Program Credit Status dropdown.

Degree/Certificate: Ethnic Studies for Educators

Status: Draft Remaining Launch Requirements: 0 Launch Delete

Program Information 3/3

Career Opportunities

Teacher|

Program Credit Status

Fields marked with * are required

13 Click "Co-Contributor"

Cuesta College

 **CUESTA COLLEGE**

Curriculum Approvals 10

New Degree/Certificate: Ethnic Studies for Educators


Status: Draft Remaining Launch Requirements

Basic Program Information 3/3	Career Opportunities
Co-Contributor	Teacher
Narrative	
Course/Requirements List	
Course/Requirement Organization	
Program Learning Outcomes	
Attach Files	

Program Credit Status

14 Select co-contributor(s) if desired.

Cuesta College

 **CUESTA COLLEGE**

Curriculum Approvals

New Degree/Certificate: Ethnic Studies for Educators

Status: Draft Remaining Launch Requirements

Basic Program Information 3/3	Co-Contributor
Co-Contributor	Please visit the Cuesta CurriQunet Meta Help Page for help, instructions, and tutorials: https://www.cuesta.edu/curriqunet/meta/help
Narrative	Contributor
Course/Requirements List	<input type="text" value="mario"/>
Course/Requirement Organization	<input type="checkbox"/> Espinoza-Kulick, Mario (mario_espinozakulick@cuesta.edu)
Program Learning Outcomes	
Attach Files	
Codes/Dates	

0 of 350 items are selected



15

Narrative is partially pre-populated from the Program Notice of Intent and partially completed by the curriculum coordinator with input from faculty to be used when filing with the Chancellor's Office.

16

See Part 2 in Training Documents on how to complete the remainder of the tabs for a new program proposal.